

**CITY OF TILLAMOOK**  
City Hall, 210 Laurel Avenue  
**City Council Meeting Minutes**  
Monday, February 6, 2012

**I. EXECUTIVE SESSION--Pending Litigation ORS 192.660(2)(h)**

**II. WORKSHOP--System Development Change Basics—John Ghilarducci, FCS Group**

**III. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Weber called to order the regular meeting of the Tillamook City Council at 7:08 p.m. on Tuesday, January 17, 2012 in City Hall at 210 Laurel Avenue in Tillamook, Oregon and lead the Pledge of Allegiance.

**IV. ROLL CALL**

City Recorder Donowho conducted a roll call. The following persons were present:

Mayor Suzanne Weber  
Councilor Joe Martin  
Councilor Matt Harris  
Councilor Steven Forster  
Councilor John Sandusky  
Councilor Doug Henson

**Absent:** Councilor Cheryl Davy (Excused)

**Staff Present:**

Paul Wyntergreen, City Manager  
David Mattison, City Planner  
Abigail Donowho, City Recorder

**V. AGENDA**

The posted agenda for the meeting of February 6, 2012 is attached and by this reference is made a part of the record.

**VI. ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED (Copies attached)**

- a.) Email from Tilda Jones at TBHEID regarding flooding concerns and the park plan. (Exhibit A)
- b.) Amendment to Resolution Number 1599 to clarify type of fee. (Exhibit B)

**VII. MINUTES**

Council minutes for June 7, 2010, July 19, 2010, September 6, 2011, September 19, 2011, October 3, 2011, October 17, 2011, and January 17, 2012 were provided for Council via e-mail and a hard copy at the meeting. **Councilor Henson moved to approve the minutes for June 7, 2010, July 19, 2010, September 6, 2011, September 19, 2011, October 3, 2011, October 17, 2011, and January 17, 2012 as submitted. Councilor Sandusky seconded. There were no corrections, additions, or deletions. The minutes were approved as submitted in Council packets unanimously by Council seated.**

**VIII. CITIZENS HEARING/AUDIENCE COMMENTS – Non Agenda Items:**

**Gus Meyer** of 1715 Skyline Drive in Tillamook addressed the Council. He announced that his grandchildren complimented the City of Tillamook on the playground equipment at Goodspeed Park, stating that his granddaughter said, "There are too many people." He thanked the City on behalf of the young children in the area of the park. It is a welcome change to the park—the kids are having fun.

## IX. PENDING BUSINESS

- a) **2012 Standing Committee Appointments**—Mayor Weber presented the changes to committees as outlined in her report. Councilors Doug Henson and Matt Harris volunteered to be liaisons for the Planning Commission. She asked that the City be sure to notify all committee members of upcoming meetings. The next Holden Creek meeting will be February 9, 2012. She noted changes to the committees as outlined in the personnel committee assignment included in the Council packets.
- b) **Concept for “Centerpiece” Park**—City Manager Wyntergreen reminded the council there were three sets of plans at the last workshop that has been merged into a draft of ideas as represented on the map behind the Council seats. Softball fields and the batting cages were omitted due to the concern of the west side of the street’s swampy configuration. Wyntergreen and Councilor Henson will make further inspections of the property for feasibility of ball fields.

Wyntergreen explained the many ideas and configurations that were incorporated into the new design idea, highlighting the possible participation of the Food Roots program. A dog park has been proposed by the Blue Heron, eliminating the need for the City to implement one in this design. Councilors Sandusky and Harris expressed that ball fields are necessary *somewhere*. Councilor Martin asked about financing. Wyntergreen explained that funding will have to come from a variety of sources including grants, donors, and City funds. The project will need to be done piece by piece. Councilor Henson noted that TRT funds may also be available in the future. Councilor Forster noted the Council is still looking at this in a global perspective—a financial plan should be created in order to better decide how to utilize the property. Councilor Forster also asked that the Council decide on a name for the park.

Mayor Weber noted Exhibit A concerning the concept of the park and questions posed by Tilda Jones via e-mail to the Council. Her concern was the flood conveyance and keeping the water flowing. Mayor Weber reminded TBHEID that the area still needs to be attractive and a source of revenue. None of the proposed ideas would impeded flood flows—only make the area more attractive. Wyntergreen will bring the idea back in phases starting in March.

## X. NEW BUSINESS

- a) **City of Tillamook Hazard Mitigation Plan Update**—Vicki Goodman, from VLG Consulting addressed the Council and public with a brief overview of a flood path mitigation plan. The document has been approved by the committees representing each city and county department, state forestry, fire districts, hospital, special districts, and schools. A “pre-adoption” approval letter has been received—meaning it is approved pending adoption by each of the participating cities and jurisdictions. The language has been changed to be in-line with the City of Tillamook’s plan. The County has committed to a 5-year plan—meeting twice a year with representatives for each jurisdiction to address any changes that need to be implemented. Meetings will be documented with special forms in order to make the next plan update go more quickly. Manager Wyntergreen asked about page 12 and the status of the TCGH mitigation #7. Goodman confirmed that the mitigation was not complete—it was sidelined and a plan to reestablish has been completed. Mayor Weber asked what changes were made in regard to the City of Tillamook. Goodman noted section 3, FEMA item #13 was changed from “goals and objectives” to “mitigation recommended procedures and implementation” in order to be consistent with the City’s comp plan. The natural hazard goal is to protect life and property from natural hazards was also edited: the paragraph at the end of FEMA 13, stating “adopted by the City of Tillamook to apply comprehensively each hazard” is changed to say “adopted by the City of Tillamook as part of this plan.” Policy items are not included yet. Tsunami maps will be included when finalized. The City of Tillamook is the first City Council to adopt these resolutions. Once the resolutions are signed, Goodman will need a copy.
- b) **Volunteer Application**—Mayor Weber presented a volunteer application from Lynda Casey to be on the Beautification Committee. With the Council’s approval, Susan Weber would like to appoint Lynda to the committee. Councilor Forster asked about a possible conflict of interest. Manager Wyntergreen assured the Council there is none, Lynda is already on the Streetscapes Committee and TURA Board. Mayor Weber appointed Lynda Casey a member of the Beautification Committee.

- c) **Set Beautification Meeting and Playground Grand Opening**—Mayor Weber asked that Councilor Henson address the flower baskets, watering contract, and the grand opening of the playground at the next meeting. A meeting date will be set after the Council Meeting.
- d) **Set Personnel Committee Meeting**—Mayor Weber asked that a meeting be set.
- e) **Set Public Works Committee Meeting**—Mayor Weber asked that a meeting be set.

## XI. LEGISLATIVE

- a) **Resolution 1597 – Concerning the Adoption of the County of Tillamook Multi-Jurisdictional Natural Hazard Mitigation Plan**—Councilor Sandusky moved for approval of Resolution number 1597 Concerning the Adoption of the Tillamook County, Oregon Multi-Jurisdictional Natural Hazard Mitigation Plan. Councilor Forster seconded. The resolution was approved unanimously by Council seated.
- b) **Resolution 1598 – Concerning the Adoption of the City of Tillamook Local Natural Hazard Mitigation Plan**—Councilor Martin moved to adopt Resolution 1598 Concerning the Adoption of the City of Tillamook Local Natural Hazard Mitigation Plan. Councilor Henson seconded. The resolution was approved unanimously by Council seated.
- c) **Resolution 1599 – Municipal Court Fees**—Councilor Henson moved to approve Resolution number 1599, A Resolution Authorizing an Assessment to all Traffic Citations, City Ordinance Violations and Parking Related Offenses Issued by the City Police Department When Enforcement is Done Through the City of Tillamook Municipal Court. Councilor Sandusky seconded the motion. The resolution was approved unanimously by the Council seated.

## XII. COUNCIL CONCERNS

- a) **Councilor Martin** noted that there have been prior instances approving more 15-minute parking spaces in front of City Hall. He would like to see the signs come up as previously approved by Council.
- b) **Councilor Sandusky** noted that it is nice to see the playground in full use again.
- c.) **Councilor Henson** requested that the ditch at the end of Meadow be addressed. **Manager Wyntergreen** noted the item will be addressed at the next Holden Creek meeting.

## XIII. MONTHLY REPORTS

- a) **City Planner**—City Manager Wyntergreen noted there have been more inquires regarding potential commercial development in the near future.
- b) **Public Works Director**— City Manager Wyntergreen noted that the street signs are being installed around town. Mayor Weber stated the School Zone sign in her neighborhood is falling over. **Councilor Martin** noted that the Public Works Division is working on the problem around Birch and is pleased to see them working on the issue with cameras and smoke tests to identify problem areas.
- c) **Police Chief**—City Manager Wyntergreen added they are continuing the process to bring on a new officer.
- d) **Municipal Court**—Mayor Weber noted Judge Dolan's report and overview of Municipal Court's new fines per HB2712.
- e) **Mayor—Verbal Report**—Mayor Weber reminded the Council that on February 8, 2011, Wendy and Shelby Mizee were killed in an automobile accident on Highway 6. They were an integral part of the community. The Mizee family has instituted an "Act of Kindness" program in order to pay kindness forward and remember our friends we lost. Forms may be picked up at La Tea Da or online.

**Mayor Weber** noted the colored dots on downtown sidewalks are from ODOT searching for underground sidewalks on Pacific and Main in town. On January 24<sup>th</sup>, the DOGAMI worst case scenario, distant, and local tsunami inundation maps were released. She pointed out a lot of yellow on the map which reflects the worst case scenario which includes two wards. She encouraged the people of Tillamook to study the maps and know what to do. **Manager Wyntergreen** relayed that on March 11<sup>th</sup> there will be a tsunami rally on the one-year anniversary of the tsunami in Japan. **Mayor Weber** noted her surprise at the large number of structures that could be lost in Tillamook (480).

The Finance committee has a meeting on the February 8<sup>th</sup>. Boy Scouts of America is celebrated this month. February 10<sup>th</sup> is the Small Cities Meeting in Depoe Bay.

#### XIV. COMMITTEE REPORTS

- a) **Personnel Committee**—**Councilor Sandusky** reported that City Manager Wyntergreen's annual review went well. **Mayor Weber** added that insurance benefits, time off for employees, a five year projection to compare salaries with the region and comparably sized cities were also discussed.
- b) **Holden Creek Group**—**Manager Wyntergreen** stated the group will meet Thursday, February 9, 2012 at 10:00 a.m. at the Christian Center. There will be an update on a grant that will help the City look at the storm drain plan and the quality of the basin and potential enhancements of the area.

#### XV. COMMUNICATION AND CORRESPONDENCE

- a) **Mayor Weber** thanked the Masts for their letter confirming they are very supportive of the vision for the parks in Tillamook.
- b) **TRA quarterly report**—**Councilor Henson** talked about the success of the holiday activities for Halloween and Christmas, as well as the Second Street Pubic Market. The Farmer's Market is working hard on plans for next summer. He pointed out that Chris Kell has been submitting quarterly information in a timely manner, and applauded her efforts. The Second Street Public Market is in much better shape than initially anticipated: all spaces are leased (with a waiting list besides), finances are operating in the black, and part time staff has been hired. The Farmer's Market recently hired a new director, Jeannelle Wyntergreen. **Councilor Henson** shared that TRA will do whatever they can to keep Farmer's Market moving in the right direction.

#### XVI. AUTHORIZATION TO PAY BILLS

The Finance Committee had reviewed the current bills prepared for payment. A copy of the voucher register is attached and by this reference is made a part of the record. **Councilor Martin moved to pay the bills approved by the Committee. Councilor Sandusky seconded. Motion carried unanimously by Council seated.** Bills were paid in the following total amount:

##### GENERAL CHECKING ACCOUNT

A/P Batch 02/06/2012

Checks #31802-31873

\$ 201,353.84

#### XVII. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at 8:14 p.m.

Minutes approved by:

Minutes submitted by:

  
Suzanne Weber, Mayor Date

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Abigail Donowho, City Recorder Date